

**Tentative Parcel Map: STANDARD APPLICATION (ENV. SUBDIVISION)**

		FEES*	INITIAL DEPOSIT*	FEE CODE
DPLU PLANNING				4900
DPLU ENVIRONMENTAL				4900
DPW ENGINEERING				
DPW INITIAL STUDY REVIEW				
STORMWATER				
DEH	SEPTIC/WELL			
	SEWER			
DPR				
INITIAL DEPOSIT				

VIOLATION FEE: none

\* **See Website:** <http://www.sdcounty.ca.gov/dplu/cost-schedule-info.html> **for average processing costs.**

\*\* All fees and deposits are waived per the map act.

**- Please read and follow instructions Step by Step!! -**

**Step 1:**

All forms/plans listed under **(Step 1)** must be completed, signed, scanned and saved as “pdf” files, then **submitted on CD’s**. The forms have “Data Entry Form Fields” and can be completed and saved on your computer.

- Map
- [240 Land Division Statement \(See DPLU #249A\)](#)
- [251 Acknowledgement of pending General Plan Update](#)
- [299 Supplemental Public Notice Certification](#)
- [305 Ownership Disclosure](#)
- [320 Evidence of Legal Parcel \(and any deeds\)](#)
- [514 Public Notice Package/Certification](#)

**Step 2:**

***In addition to the electronic copies on CD, all forms/plans listed under (Step 2) must be completed, signed and submitted as Hardcopies. Go to [DPLU Zoning Forms](#).***

- Maps: **Eleven (11) hard copies.**
- 277 Notice of Proposed Subdivision: **One (1) hard copy.**
- 346 Discretionary Permit Application Form: **One (1) hard copy.**
- Public Notice package (see DPLU #313, for details)
  - a. One (1) set of gummed labels on 8½” x 11” sheets containing the names and addresses of all property owners.

- b. One (1) set of stamped **(with USPS Forever Stamps)** and addressed envelopes (4¼" x 9½" business size) for each property owner on the list.

***All forms listed below are informational only and shall not be submitted.***

These are also available at: [DPLU Zoning Forms](#).

249A	Tentative Parcel Map Applicant's Guide
298	Supplemental Public Notice Procedure
314	Major Use Permit Applicant's Guide
515	Public Notice Procedure
516	Public Notice Applicant's Guide
906	Signature Requirements
Policy I-49	Distribution of Notification of Land Use Hearings
ZC004	Biological Mapping Requirements
ZC001	Defense and Indemnification Agreement
ZC013	Policy G-3 Determination of Legal Parcel

**This application requires an appointment to submit.  
To schedule or cancel appointments please call (858) 694-2262.**

**NOTES:**

1. Please copy/save each study, report, plot plan, or map as a separate PDF document on the CD(s). Do not save PDF documents within PDF documents.
2. Save as many PDF documents as possible on each CD. Provide two (2) copies of each CD.
3. **Maps are to be stapled together in sets and folded to 8½" x 11" (Size of map: 1 or 2 sheets 18" x 26") with the lower right-hand corner exposed.**
4. Also distribute form DPLU #314. Some minor subdivisions may qualify for an exemption from CEQA application requirements.
5. Take in for CEQA exemption, no fees required.